



STATE OF INDIANA

DEPARTMENT OF ADMINISTRATION

402 W Washington Street, Room W479

Indianapolis, Indiana 46204

317 / 232-3150

DATE: Friday September 23, 2005

TO: ALL STATE INSTITUTIONS

FROM: Earl Goode, Commissioner, IDOA
Chuck Schalliol, Director, OMB

SUBJECT: Increase to state mileage reimbursement rate

Effective October 1, 2005, the Indiana state mileage reimbursement rate will be raised to .40 cents a mile for all business miles driven. The current rate stated in the Travel Financial Management Circular, Chapter 10, Section 3 is .340 cents a mile.

While we recognize that this will be welcomed news to our employees, it will add additional pressures to your agency's travel budget. No additional resources are available to fund this increase. Each agency is encouraged to take the necessary management steps to fund this increase. The Department of Administration, the State Budget Agency and the Government Efficiency and Financial Planning group are prepared to assist each agency as necessary.

While these changes do go into effect on October 1, they will be posted in the revised Travel Financial Management Circular which is expected to be released in mid-October.

If you have any questions, please do not hesitate to call the State Travel Coordinator, Minnie Hoskins at 317-232-4258 or your Budget Analyst at (317)232-5610.